Checklist for Method 300.0
Ion Chromatography

1) Initial calibration containing a blank and three standards available?

2) Correlation coefficient $0.995?

3) Standard storage:

Stock standards for all except chlorite = one month stored at 4°C
Chlorite stock = two weeks at 4°C
Daily standards except for nitrite and phosphate = one week
Nitrite and phosphate must be prepared fresh daily

4) Retention times recorded on the initial calibration?

5) Initial calibration date recorded on the daily analysis reports?

6) Daily calibration - Is curve verified to be within 10% of the initial curve prior to sample analysis?

7) Response factors verified on sample analysis runs to be within 10% of those on the initial calibration?

8) Is the original linear range documented and verified every six months by analyzing a blank and three standards?

9) The linear range standards must be within 10% of the initial linear range study.

10) Are MDLs calculated every six months?

11) Is the calculated MDL greater than the lowest standard or reporting limit?

12) Is a Quality Control Sample (independent standard) analyzed at least quarterly?

13) Are the results of the QCS within 10% of the true value?

14) Is a reagent blank analyzed with each batch (10) samples?

15) Are the results of the blank below the MDL?

16) Is a Lab Fortified Blank (spiked blank) analyzed with each batch of samples?

17) Are the results of the LFB within 10% of the true value?

18) Are current control limits compiled and available in the laboratory?

19) Is the LFB analyzed in duplicate quarterly?

20) Are the results of the duplicate LFB results charted?

21) Is an Instrument Performance Check standard (mid-range standard) analyzed immediately following the calibration curve, after every ten samples, and at the end of the run?

22) Are the results of the IPC within 10% of the true value?

23) Are matrix spikes analyzed with each batch of samples?

24) Are matrix spike control limits established by the laboratory?

25) Are matrix spike recoveries within 20% of the true value for bromide, chloride, fluoride, nitrate, nitrite, ortho-phosphate, and sulfate?